



December 11, 2013

Item No. 12

**AUTHORIZATION TO ENTER INTO A CONTRACT WITH THE CHICAGO COOK WORKFORCE PARTNERSHIP**

**To the Honorable Board of Commissioners:**

**RECOMMENDATION**

It is recommended that the Board of Commissioners authorize the Chief Executive Officer or his designee to enter into a contract with the Chicago Cook Workforce Partnership ("CCWP") to provide employment placement and training services in an amount not to exceed \$400,000 for the period of January 1, 2014 through December 31, 2014.

The Executive Vice President ("EVP") of Resident Services, the Office of the General Counsel and the Department of Procurement and Contracts have completed all necessary due diligence to support the submission of this initiative and recommend the approval of this item accordingly.

**CORPORATE GOAL**

The proposed program supports CHA's corporate goal of expanding services to more residents, providing targeted services to residents at critical milestones in their lives.

**FUNDING:** CHA General Fund and Section 3 Fund

**CONTRACT SUMMARY**

Chicago Cook Workforce Partnership  
69 West Washington, Suite 2860  
Chicago, Illinois 60602

**Contract Type:** Professional Services

**Contract Amount:** \$400,000.00

**Contract Period:** January 1, 2014 through December 31, 2014

**COMPLIANCE INFORMATION**

Vendor	M/W/DBE Participation	Section 3 Hiring	Section 3 Contracting: Other Economic Opportunities
Cook County Workforce Partnership	Waiver Requested	3 new hires (Resource Room Attendants)	Additional vocational training and employment placement opportunities for CHA residents.

## **GENERAL BACKGROUND**

CHA's Resident Services Division is charged with helping families move along the path to self-sufficiency. In particular, a key deliverable in Plan Forward: Communities that Work is to help at least 6,000 adults find new or better jobs by 2015. To accomplish this goal, CHA requires specialized workforce development services. The Chicago Cook Workforce Partnership will provide employment and training services for Section 3 residents seeking employment placement or to advance their career.

CCWP operates five workforce centers that are located throughout the city of Chicago. These centers serve as community hubs where job seekers can access skilled vocational counseling and technology to conduct their job search activities. CCWP offers workshops on interviewing skills, resume writing, labor market research and other essential skills related to finding and keeping a job. Through this agreement, CCWP will be able to more effectively market to and create employment seeking services for CHA residents. CCWP seeks to help improve skills and increase exposure to workforce opportunities including, but not limited to, enrollment in Workforce Investment Act ("WIA") programs, attending structured job clubs, enhancing technology related job seeking skills, job readiness training and employment placement. Additionally, CCWP will provide access to adult literacy services through assessment and multifaceted instruction (e.g. technology based, direct instruction and referral).

CCWP will seek to enroll 500 CHA residents in workforce development services during the first year of this agreement. They will also support progress toward CHA's requirements under the Section 3 Voluntary Compliance Agreement by increasing employment services to low-income Chicago residents and publicizing all Section 3 positions that become available through CHA's contractors.

The Board action recommended in this item complies in all material respects with all applicable Chicago Housing Authority board policies and all applicable federal (HUD) procurement laws.

The EVP of Resident Services concurs with the recommendation to enter into a contract with the Chicago Cook Workforce Partnership.

The CEO/President recommends the approval to enter into a contract with the Chicago Cook Workforce Partnership to provide employment placement and training services for CHA residents in an amount not-to-exceed \$400,000 for the period of January 1, 2014 through December 31, 2014.

**RESOLUTION NO. 2013-CHA-124**

**WHEREAS**, the Board of Commissioners has reviewed the Board Letter dated December 11, 2013 entitled "AUTHORIZATION TO ENTER INTO A CONTRACT WITH THE CHICAGO COOK WORKFORCE PARTNERSHIP";

**THEREFORE, BE IT RESOLVED BY THE CHICAGO HOUSING AUTHORITY**

**THAT** the Board of Commissioners authorizes the Chief Executive Officer or his designee to enter into a contract with the Chicago Cook Workforce Partnership to provide employment placement and training services in an amount not-to-exceed \$400,000 for the period of January 1, 2014 through December 31, 2014.

This award is subject to the Contractor's compliance with the CHA's MBE/WBE/DBE, Section 3 hiring, and insurance requirements.



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[www.thecha.org](http://www.thecha.org)